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## Agency Council on Coordinated Transportation (ACCT)

**Friday, April 6, 2007**  
**9:30 a.m. to 12:00 p.m.**  
**Olympia, WA**

### Meeting Summary

Paula J. Hammond, Chair  
*WSDOT Chief of Staff*

Margaret Casey  
*Consumer Representative*

Richard DeRock  
*Washington State Transit Association*

Theresa Hekel  
*Washington Association of Pupil Transportation*

Marilyn Mason-Plunkett  
*CTA-NW*

Doug Porter  
*Health and Recovery Services of DSHS*

Marcia Riggers  
*Office of Superintendent of Public Instruction*

Bernice Robinson  
*Consumer Representative*

Page Scott  
*Regional and Metropolitan Planning Organizations*

Jennifer Ziegler  
*Governor's Transportation Policy Advisor*

#### **Legislative Members:**

Senator Pam Roach  
Senator Jim Kastama

Representative Fred Jarrett  
Representative Mark Miloscia  
Representative Alex Wood

### *Attendance*

Paula Hammond, ACCT Chair opened the meeting, and the ACCT members and guests introduced themselves:

### *Council Members*

Paula Hammond, WSDOT  
Allan Jones, OSPI  
Marilyn Mason-Plunkett, CTA-NW  
Bernice Robinson, Citizen Representative  
Doug Porter, DSHS  
Margaret Casey, Consumer Representative  
Page Scott, Regional and Metropolitan Planning Organizations  
Richard DeRock, Link Transit

### *ACCT Staff*

Robin Phillips, ACCT Administrator  
Don Chartock  
Cathy Silins  
Rebeca Potasnik  
Lawrence Sullivan

### *Guests*

Linda Rolfe', Division of Developmental Disabilities  
Tamara Caldwell, Douglas Chelan Developmental Disabilities Office  
Patty McDonald, DSHS Senior and Disability Services  
Dave Johnson, Leavenworth Shuttle  
Dave O'Connell, Mason Transit  
Paul Meury, DSHS Health and Recovery Services

### *Welcome and Introductions*

*Paula Hammond*

Lawrence Sullivan, the new intercity program coordinator, introduced himself and mentioned the work he was doing to complete our state intercity policy and release a Request for Proposals to meet the need for service in the Walla Walla to Pasco corridor.

The chair called for approval of the February meeting minutes. The minutes were approved.

### *Budget Update*

*Robin Phillips*

Robin Phillips ACCT Administrator, turned to the budget handout and reviewed the existing balances and the program progress. Travel Options is in full production and will be launched in its initial form at the end of June. The CTAA technical assistance projects are on track and the state resources will be expended before the end of the biennium. The local project fund will be expended to support local inventories of bus stops to complete the data set needed for Travel Options to provide local transit information.

### *Identify and Address Barriers*

*Don Chartock*

Don Chartock, ACCT Staff, came to the table and updated the Council on the coordinated planning and consolidated grant program. All of the Coordinated Human Service and Transportation plans are on the web. Some of them are in draft form because of the need to be adopted by the Regional Planning Organizations before they are final. The only plan that has not come in is the Spokane area plan.

The final awards for the consolidated grant program have not been made yet as the transportation budget has not been passed out of the legislature. As soon as the Transportation budget is finalized then the resources can be allocated to the grant proposals. WSDOT received \$48,700,000 in requests and anticipates approximately \$33,750,000 in resources will be available to meet those requests. These projects came from the coordinated Human Service and Transportation Plans. This was the first year using the SAFETEA-LU planning process; ACCT will be working with RTPOs and the coordinated transportation coalitions to identify best practices and improvements to the process.

### *Developmental Disabilities Round Table*

Linda Rolfe, Director of Division of Developmental Disabilities joined the Council at the table with Tamara Cardwell from Douglas Chelan Developmental Disabilities office. Patty Mc Donald from Aging and Disability Services Administration in Olympia and Program for Agency Coordinated Transportation representative joined the Council table. Dave Johnson from Leavenworth Shuttle provides taxi service in Leavenworth, attended at the request of ACCT staff.

Tamara Cardwell initiated the discussion and told the story of what happened in Wenatchee. With 24-hour notice, the sheltered workshop ended their contract with her office. Ms. Cardwell spoke to their surprise and the fact that they had to scramble to find employment and transportation resources. DDD Director Linda Rolfe spoke to the policy change that had set the stage for this change and the fact that persons in sheltered workshops were being under employed and sequestered rather than having an opportunity to integrate into the community and develop the level of independence they were capable of achieving.

Richard De Rock, ACCT Member and General Manager of Link Transit in the Wenatchee area praised the work of the DD office and the interactions with Tamara Cardwell. He told the council that he had had 48 hours notice from the sheltered workshop contractor. The crisis with the developmental disabilities community had opened up new lines of communication in the community and created better working relationships between the transit organization and the social service community. The initial change had stressed the transit system significantly. With the opportunity to work with the DD staff, his organization was trying some new service strategies in the Leavenworth area.

Dave Johnson, from Leavenworth Shuttle, told the council that he was on the ground in Leavenworth providing that transportation as a contractor for Link Transit. He confirmed the situation and the sudden escalation of trip needs because of the change in employment strategies. He said that he went from eight to 24 trips from the group home he served in Leavenworth. The clients in that area were active in community activities going to church, the gym and shopping as well as to work. When the sheltered workshop closed this caused significant stress on his service and initially he had difficulty meeting the transportation needs.

It was the consensus of the participants that the most important lesson was the value of communication between the transit system and the DD office. The problem was one that needed both the social service agency and the transit agency to resolve. Robin Phillips, ACCT staff, raised the issue of doing a case study to share with others the lessons learned. The participants did not think that there was very much that was transferable.

Patty McDonald, briefly spoke of the new Money Follows the Person/Roads to Independence grant that was awarded DSHS and the need for the transportation network to be involved in the planning process. The purpose of the Roads to Independence demonstration project is to investigate and test what services and support will successfully help people with complex, long-term care needs transition from institutional to community settings. More information can be accessed by going on this website: [www.adsa.dshs.wa.gov/professional/roads/](http://www.adsa.dshs.wa.gov/professional/roads/).

### *Focus on Results - Travel Options*

Robin Phillips, ACCT Staff and lead business staff for implementing the Travel Options project provided the council with a tour of the Travel Options project on line. The provider interface or the location for providers to manage and update their information has been the focus for development. During the last year Marcy Jaffe, formerly ACCT staff worked closely with the technical team and smaller transit agencies around the state. The result of this work has been GIS stop locations for many systems and project readiness to provide station to station travel information for the first release of the Travel Options Project. This first release is planned for the end of June and will give people information about the local transportation available as well as the routes and schedules for transportation between communities.

Ms. Phillips mentioned that the Project Team is holding web meetings every two weeks that allow all the participants to join and catch up with the project, ask questions and view the actual system and see how it works. This process gives the technical team immediate feed back on the project and ways that it works or needs to respond to user issues. Margaret Casey, ACCT member, raised the issue of providing information about this project to Area Agencies on Aging around the state. There is an annual meeting every May.

### *Increase Advocacy - ACCT Reauthorization*

The ACCT bill is in the Senate and has to reconcile significant changes from the senate with the house bill. The new bill maintains the three-part work program of ACCT to:

- Identify and address barriers in laws, policies , operations and procedures;
- Focus on results;
- Increase advocacy for transportation for persons with special needs.

This includes the every other year reporting requirement to the legislature.

As well as the added duties to:

- Review and recommend certification of the local coordinated human service and transportation plans to the WSDOT.
- Cooperate with the Joint Legislative Transportation Committee to complete a study on ACCT and the direction that we need to take the program to provide an effective system of coordinated transportation.
- Establish statewide guidelines, applicable to transportation providers for consistent and appropriate complaint process. State paratransit and special needs grants will require applicants to have a complaint process in place that follows the guidelines established by the council starting in 2009.
- Participate in the state emergency and disaster planning by representing to the emergency management council the transportation concerns of persons considered at high risk.

The senate bill adds one new member to ACCT as consumer representatives from either the Developmental Disabilities Council or the Governor's Committee on Disability Issues and Employment. Further one of the existing consumer representatives will also need to be appointed by the same two organizations. ACCT will need to work with those organizations and our existing consumer representatives on the transition.

The legislative membership has also been changed to include four instead of eight legislative members drawn from the same committees.

### *Stretcher Bill 1837*

This bill is still alive and will more than likely pass. What the revised bill will do is create a work group to develop guidelines for transporting persons who must travel in a prone or supine position for non-emergency purposes. CTA-NW and the DOT will join other stakeholders to work with Department of Health to complete this process.

### *Other Business*

Dave O'Connell, General Manager of Mason Transit, raised the issue of the new charter rule. In SAFETEA-LU there was a requirement to refine the rules around the definitions of charters covered by the charter rule. There were only a very short number of days for comment on the proposed rule and Mr. O'Connell urged the council to take note and submit information to the Federal Transit Administration on this subject. Paula asked if WSTA had taken a position and requested that Cathy Silins contact Peter Thein at WSTA and see if we needed to provide additional information to the FTA. Cathy agreed to meet with Dave after the ACCT meeting to develop a WSDOT response to this issue.